



Topic	Discussion/Conclusions/Recommendations	Actions	Follow-Up
	<p>3. Facility Enhancements- The following is ongoing or has been completed:</p> <ul style="list-style-type: none"> <li>➤ Retiling of offices, rooms , and classrooms</li> <li>➤ Cleaning of the rooms that were affected by the flooding</li> <li>➤ Whiteboards are available in all classrooms for use</li> <li>➤ Mounting of 50 and 70 inch TV's in classrooms.</li> </ul> <p>4. Skills Lab Enhancements – V. Branchick reported that she attended a Skills Lab session and noted old equipment are being used by the students. The following have been ordered to enhance student learning:</p> <ul style="list-style-type: none"> <li>➤ Geriatric mannequin</li> <li>➤ 10 arms for IV practice</li> <li>➤ 6 IV Boards</li> <li>➤ Ordered workstations on wheels for students to use in the Skills Lab to practice ORCHID</li> </ul> <p>There was a discussion regarding the need to upgrade the defibrillator and the need for rhythm generator but V. Branchick emphasized that it might not be a priority at this time.</p> <p>5. Faculty Support / Enhancements – V. Branchick emphasized to faculty and staff the importance of taking care of the newly purchased equipment. The following will be implemented to support faculty:</p> <ul style="list-style-type: none"> <li>➤ Provide a workstation in Rm: 101 to assist with personnel orientation</li> <li>➤ Provide 2 laptops to EDCOS; one specific for orientation and for other needs to be assigned to T. Blass.</li> <li>➤ Provide workstation to TH rooms # 108 and 109</li> <li>➤ CAMS has been progressing well and the team meets weekly to ensure that all portals are fully implemented.</li> </ul> <p>6. Sim Lab – J. Anderson reported that card key has been established at the Sim Lab but the alarm need to be disabled by the company as it is connected to the Sheriff's department.</p>	<p>3. Information</p> <p>4. Information</p> <p>5. Information</p>	<p>3. None</p> <p>4. None</p> <p>5. None</p>
<p><b>NEW GOVERNANCE STRUCTURE</b></p>	<p>1. Governance Committee Decision Making Bodies – V. Branchick presented the new committee structure and emphasized that the change is warranted to streamline the decision making process. She also added that the old structure resulted to policies being sent back and forth for approval. She discussed all the committees, its purpose and membership. She also added the important role of the ADA committee in supporting student needs.</p> <p>2. Committee Bylaws / Membership– H. Honda presented the changes in Committee Bylaws because of the restructure which mostly resulted to changes in reporting structure and membership. Significant changes were</p>	<p>1. Information</p>	<p>1. None</p>

Topic	Discussion/Conclusions/Recommendations	Actions	Follow-Up
	<p>made to the Faculty Development purpose statement.</p> <p>4. Committee Meeting Schedule – H. Honda presented the meeting schedule. There was much discussion on the Faculty development events such as webinar and other classes that faculty could attend or take without cost.</p> <p>5. Review of Policy # 120: College Committee Structure and Rules – H. Honda discussed the changes made to the policy due to committee restructure.</p> <p>6. Review of Policy # 730: Resource Request and Allocation - H. Honda discussed the changes made to the policy due to committee restructure.</p>		
<b>STRATEGIC PLAN REVIEW &amp; FINAL APPROVAL</b>	H. Honda presented the draft of the 2016-2019 Strategic Plan and reminded the staff and the faculty that input from everyone were incorporated in the latest document.	Send Strategic Plan to BOT for approval at their August 18, 2017 meeting	H. Honda
<b>ACCREDITATION COMPLIANCE UPDATE</b>	<p>1. <u>ACCJC</u></p> <ul style="list-style-type: none"> <li>➤ 2019 Institutional Self-Evaluation Report (ISER) Timeline – H. Honda reviewed the ISER document and its progress. She also reported that a folder was created on CONShare which contains ISER draft ACCJC resources and past accreditation reports.</li> <li>➤ Standard Membership – V. Branchick discussed with the faculty and staff, the standards and what need to be addressed in the report. She also discussed that committees will be created to complete the ISER. She encouraged staff and faculty to email her if they want to belong to a certain committee.</li> </ul> <p>2. <u>BRN</u></p> <p>L. Myers reported that Admissions and Promotions as well as the Curriculum Committee are currently reviewing the completed BRN report and it should be ready for the BOT review for November.</p>	<p>1. Information</p> <p>2. Information</p>	<p>1. None</p> <p>2. None</p>
<b>POLICY/DOCUMENT REVIEW AND APPROVAL</b>	<p>1. Attendance for Clinical Course – M. Caballero presented the policy and much discussion ensued. The discussion included the following:</p> <ul style="list-style-type: none"> <li>➤ DHS policy on tardiness</li> <li>➤ What is specific time for tardy e.g. 0701, 0706, 0715 and etc.</li> <li>➤ Per CONAH policy, a student is sent home if he/she is 30 minutes late</li> <li>➤ Inclusion of attendance during lecture in the policy so students are not relying on other classmates for the lecture content</li> </ul>	1. Revise policy and present to Fac Org	1. M. Caballero

Topic	Discussion/Conclusions/Recommendations	Actions	Follow-Up
	<p>➤ Discussion of DHS "Just Culture".</p> <p>The faculty agreed that the policy need to be further reviewed considering what was discussed above. For Fall 2017, the current policy applies.</p> <p>2. Audio/Video Taping of lectures – M. Caballero presented the policy and presented the following :</p> <ul style="list-style-type: none"> <li>➤ In Spring 2017, some students used drop box to share lectures which is against SON policy. A password is used to access drobox</li> <li>➤ Lecture taping is allowed per SON policy approved in 2015, however, students must notify the lecturer that they will be taped.</li> </ul> <p>Much discussion ensued and included the following:</p> <ul style="list-style-type: none"> <li>➤ Faculty reported that students are not attending lectures because they are able to get lecture content from drop box</li> <li>➤ Faculty reported that most student do not attend lectures the day before an exam</li> <li>➤ Faculty voiced out their concern of having their lectures disseminated everywhere</li> <li>➤ V. Branchick emphasized with the faculty that anything the staff and faculty do and say while employed by LA County is the property of LA County</li> <li>➤ She also emphasized that HIPPPAA should be kept in mind when giving lecture information regarding patients</li> </ul> <p>The faculty agreed that the policy need to be further reviewed considering what was discussed above. For Fall 2017, the current policy applies.</p> <p>3. Dress Code – Not discussed.</p>	<p>2. .Revise policy and present to Fac Org</p>	<p>2. M. Caballero</p>
<p>ADJOURNMENT</p>	<p>1525</p>		

Approved by: V. Branchick (signature on file)

Prepared by: H. Honda (signature on file)